

**INFORMATION TECHNOLOGY INVESTMENT BOARD  
LEGISLATIVE REVIEW COMMITTEE MEETING  
Richmond Plaza Building – 3<sup>rd</sup> Floor Executive Conference Room  
Wednesday, October 13, 2004 - 11:00 a.m.**

**DRAFT MINUTES**

**Members Present:**

Jimmy Hazel, Chairman  
Hiram Johnson

**Other Board Members Present:**

John C. Lee, IV  
James F. McGuirk, II  
The Honorable Eugene J. Huang  
Scott Pattison  
Walter Kucharski (ex-officio/non-voting)

**VITA Staff Present:**

Lem Stewart, CIO  
Judy Napier, Assistant Secretary of Technology  
Diane Horvath, VITA Legal & Legislative Services Division  
Tom Falat, VITA Legal & Legislative Services Division  
Barb Rudolph, VITA, Assoc. Dir., Budget Planning & Analysis  
Austin Matthews, VITA CFO

**Welcome and Call to Order**

Chairman Hazel called the meeting to order at 11:24 a.m., determined a quorum was present, and welcomed everyone in attendance. He introduced VITA staff and acknowledged the presence of Judy Napier, Assistant Secretary of Technology.

**VITA Staff Reviews**

Diane Horvath, VITA Legal and Legislative Services Division, introduced members of the legislative team, which included: Tom Falat, who will be assisting in developing VITA's legislative proposals, and Barb Rudolph, Associate Director of Budget Planning and Analysis, who will be the point of contact between DPB and the staff to the money committees and will be responsible for VITA's fiscal impact statements.

The Legal and Legislative Services staff presented the following information:

2005 Legislative Proposals - Diane Horvath explained the process that had taken place resulting in the 2005 legislative proposals. The document, marked as draft, included suggestions and requests for changes to the *Code of Virginia* and budget language.

### **Revisions to ITIB/CIO/VITA Enabling Statutes**

A. Raise the threshold for project review by CIO from \$100,000 to \$500,000 because there is little or no value added for CIO to review projects under \$500,000.

B. Repeal the Virginia Information Providers Network (VIPNet) and move the substance of VIPNet into VITA's powers and duties.

Questions concerning whether there would be opposition to "B" were discussed. Diane Horvath stated that there would likely be no opposition to this revision due to the fact that the VIPNet Board was abolished when VITA was enacted. In addition, VIPNet had been removed from the Appropriation Act, so there is no line item reference. VIPNet is a managed outsourced solution for a part of what VITA is charged to do. This will only be a *Code* change and will not affect the outsourcing arrangement.

### **Wireless E-911 Policy/Board/Public Safety Communications (PSC) Division**

Amend Wireless E-911 Services Board and VITA's PSC Division per OAG.

Recommendations and Board's review and approval at its September 15<sup>th</sup> meeting.

There are a number of refinements needed pertaining to how things are funded and reimbursements received. After the occurrences of September 11<sup>th</sup>, there is a need in Virginia to have a single statewide electronic address file. VITA would be given the responsibility for maintaining this file and be funded through the Wireless E-911 services fee.

It is anticipated that there will be little controversy on this issue.

### **JCOTS/Integrated Government Advisory Committee**

A list of ideas were sent to the Joint Commission on Technology and Science (JCOTS) that may become legislation in the future. Proposed legislative amendments were in the areas of the Virginia Public Procurement Act and the Freedom of Information Act. JCOTS will meet on December 1, 2004 and will vote whether to pursue legislation. The ITIB will be kept up-to-date and will be informed if support is needed.

Barb Rudolph presented proposed language amendments and budget submissions. The deadline for the information to be sent to the Department of Planning and Budget was October 13, 2004.

### **2005 Proposed Language Amendments to the Appropriations Act were as follows:**

A. Strike language authorizing Governor to increase VITA's maximum employment level (MEL) and bring VITA under General Provisions for internal service funded agencies.

B. Strike language requiring the Department of Human Resource Management to review VITA's compensation actions and make an annual report of same to the money committees.

C. Expand the definition of VBMP data in the appropriation act to include "road centerlines" or other data that is currently developed and supplied by local governments to the VBMP program. A critical requirement would be that any data that is included in the program must meet state standards (including a currency standard - i.e., less than one year old). This process would provide for a single (no overhead) license and would allow government to government data sharing without paperwork.

D. Specify the Wireless E-911 fund's annual contribution to help support the underlying Virginia Base Mapping Program and digital road centerline files.

E. Amend "Goods and Services" General Provisions to match the Code requirement that the CIO, not the ITIB, approve procurements for major IT projects. (Corrects error in 2004 Session.)

In some cases, language amendments have been combined with the budget amendments.

Proposed Dollar Amendments to the Appropriate Act were as follows:

**Relocate VITA data center and offices to safe, secure and efficient facility.** VITA to look for another facility to house the data center to meet industry standards Tier 3 and Tier 4. Proposed cost: \$3.2 million (planning money, consulting for data migration, furniture, equipment, etc.).

**Enhance support of VGIN - update base mapping and central address file**  
Key feature is orthophotography being outdated. Proposed cost: \$4.59 million.

**Build incident management capability to prevent/contain cyber attacks.**  
This is an unfunded mandate. Code has been revised as of January 1 that requires state agencies to report any cyber attacks to the CIO. The CIO has the responsibility to deter those attacks and find ways to prevent them in the future. Requesting 9 new positions to man the operations center. Proposed cost: \$1.57 million.

**Enhance IT strategic planning, project mgmt. performance & decision making**  
IT strategic planning is a combination of people, software licensing, and training support. Enterprise architecture, IT portfolio and Independent Verification and Validation (IV&V) project management tools critical to enterprise solutions. Some are mandated through the responsibilities of the CIO. Proposed cost: \$3.14 million.

**Expand E-Government, including online services for citizens and business**  
This proposal includes VIPNet. Provides electronic government services to public and provides the infrastructure in terms of portal support over the next four years. Will have met the Governor's initiative of having 90% of all eligible services online (i.e. online licensing). Proposed cost: \$2.9 million.

**Building comprehensive central planning capacity for major IT projects**

Many agencies involved with planning major IT investment projects have various degrees of ability to plan. This is an opportunity use the expertise in VITA to collaborate with agencies in planning major IT projects. Will recommend language to identify how much will be dedicated to specific agencies. Ties in with September 1<sup>st</sup> Report and recommended that funding be seeded into the Virginia Technology Infrastructure Fund. Proposed cost: \$7 million.

#### **Support small agency desktop services**

Provide desktop support to small agencies that transitioned to VITA. Small agencies are paying an administrative charge. VITA is trying to offset this charge by allowing agencies to retain savings. Proposed cost: \$1.04 million.

#### **Fund transition costs of incoming administration**

Providing network support to incoming administration. Proposed cost: \$.35 million.

#### 2004 Carry-Over Bills Assigned to VITA and JCOTS 2005 Proposed Legislation

Tom Falat gave brief descriptions on 2004 carry-over bills and JCOTS 2005 Legislative Proposals that VITA will be monitoring. Most relevant was Item #5 – Notice of Security Breaches. This proposal would require any state agency or business that owns or licenses a computerized database that includes personal information to disclose a breach of the security of that system to a resident of the Commonwealth whose unencrypted personal information may have been acquired by an unauthorized person.

#### Legislative Tasks, Dates and Deadlines

Diane Horvath presented a high level update of legislative tasks, dates and deadlines for the committee's review and information.

Jimmy Hazel thanked the VITA Legal and Legislative Staff for their report. He stated that this information would be proposed before the Board at its 1:00 p.m. meeting for endorsement.

#### **Other Business**

There was no other business to come before the committee.

#### **Public Comment**

There was no public comment. Meeting adjourned at 12:25 p.m.

**ITIB Legislative Review Committee Meeting**  
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**Wednesday, October 13, 2004 - 11:00 a.m.**

**Attendance Sheet**

<b><u>NAME</u></b>	<b><u>ORGANIZATION</u></b>	<b><u>E-MAIL ADDRESS</u></b>
Matt Benedetti	Capital Strategies	<a href="mailto:mbenedetti@capitalstrat.com">mbenedetti@capitalstrat.com</a>
Chris Whyte	Vectre	<a href="mailto:cwhyte@vectrecorp.com">cwhyte@vectrecorp.com</a>
Tracy Baynard	McGuire Woods Consulting	<a href="mailto:tbaynard@mwcllc.com">tbaynard@mwcllc.com</a>
HF Jones	Consys	<a href="mailto:hjones@consys.com">hjones@consys.com</a>
Skip Maupin	DG Ltd	<a href="mailto:smaupin@dominiongrouppltd.com">smaupin@dominiongrouppltd.com</a>
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